**A. Information and Data**

**This standard examines the agency’s ability to conduct timely investigations of communicable and notifiable diseases and outbreaks of public health importance.**

**Standard #1: Produce timely and locally relevant and accurate information to Missouri Department of Health and Senior Services (MDHSS), health care system, and service area on reports of communicable and notifiable diseases and other outbreaks of public health importance.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 1. 1 | Ensure that communicable disease (CD) and vaccination rate information are included in the community health assessment (CHA) and community health improvement plan (CHIP), every five years. | CHA and CHIP with CD information highlighted |  |  |  |
| 1.2  | Using CHA data, provide evidence-based assessment of the health impacts of CD including vaccination rates. This assessment will include an analysis of the data, conclusions drawn from the data, and any action taken. | Fact sheets with sources cited, summary reports, outbreak reports, annual reports |  |  |  |
| 1.3 | Use evidence-based assessment of health impacts, CHA, and other data sources to identify priorities and develop planning documents for strategies to address CD issues to share with community partners in developing the CHIP. | Coalition meeting minutes, staff meeting minutes, networking and team planning documentation, meeting minutes showing discussion of CD planning tied to CHA |  |  |  |
| 1.4 | Analyze and communicate CD concerns and disparities with state/regional epidemiologists, governing entities and service area partners. Include high risk groups when appropriate. | Reports or communications with state/regional epidemiologists, governing body members, local partner infection control committees, annual reports, summary of outbreak and screening events to high risk populations, presentations |  |  |  |

**B. Community Partnerships**

**This standard demonstrates how the agency participates and provides leadership in community partnerships concerning communicable disease management.**

**Standard #2: Identify and work with local CD control partners to develop and implement a prioritized CD response plan.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 2.1 | Develop and maintain strategic, cross-sector partnerships and collaborations across systems and settings to enhance surveillance and disease investigations. | Advisory or stakeholder group meeting minutes with attendance list, partnership agendas and notices |  |  |  |
| 2.2 | Provide information on CD policies, programs and strategies to communities, partners, policy makers, and others to demonstrate the importance of interconnected efforts needed to prevent and control CD. | Advisory or stakeholder group meeting minutes with attendance list, examples of social and other media postings and notices, educational materials, fact sheets, email distribution lists, school health educational materials, legislative report or letters, presentations |  |  |  |
| 2.3 | Work with partners, stakeholders, and community members to identify community resources and understand community needs and priorities for CD issues. | Advisory or stakeholder group meeting minutes with attendance list, educational materials, email distribution lists, CHA, CHIP |  |  |  |
| 2.4 | Develop and implement communicable disease activities and programs identified in the CHIP or other local priorities. | Programs developed from CHIP, town hall meetings, grant applications/narratives, examples of social and other media postings and notices, community gatherings utilizing evidence-based programing or researching the best practice or evidence-based trainings |  |  |  |

**C. Surveillance, Intervention and Control**

**These standards examine the ability of the agency to conduct a communicable disease investigation, educate the public, and assure appropriate treatment is available.**

**Standard #3: Identify, disseminate, and promote emerging and evidence-based information about CD.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 3.1 | Maintain subject matter expertise with staff working in CD on: ·   Policy, systems, and environmental change;  ·  Evidence-based and emerging best practices;  ·   Social determinants of health and the health impact of CD · CD issues. | Training logs for all staff that work in CD that show training in all points outlined in the measure, training schedules, certifications of attendance to trainings, meetings, seminars and workshops, continuing education (CE) completion |  |  |  |
| 3.2 | Inform medical providers of mandated communicable diseases (CD) to help ensure timely and accurate reporting of disease conditions. | Fact sheets, blast faxes, lists of reported diseases and who it was shared with, memos, emails |  |  |  |
| 3.3 | Ensure timely and accurate reporting of reportable diseases into the state-wide disease registry. | Yearly desk reviews of reported conditions |  |  |  |
| 3.4 | Monitor occurrence and distinguishing characteristics of CD cases and outbreaks of public health importance. | Surveillance reports, outbreak reports, fact sheets, summary reports |  |  |  |

**C. Surveillance, Intervention and Control**

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**Standard #4: Develop and deploy a CD investigative process.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 4.1 | Document implementation of investigative procedures and processes. | Example of investigations, outbreak reports,  |  |  |  |
| 4.2 | Provide individual and outbreak CD data. | Disease outbreak reports and evaluation, After Action Reports (AAR), or other reports of the disease investigative process |  |  |  |
| 4.3 | Maintain protocols for proper preparation, packaging, and shipment of samples of public health importance (e.g., animals and animal products).  | Packaging guidelines, procedures/policies, lab operating instructions |  |  |  |
| 4.4 | Assure the availability of partner notification services for newly diagnosed cases of syphilis, gonorrhea, and HIV, as recommended by MDHSS. | Contact tracing forms, Partner Follow-up card or contact tracing forms, tracking log with names redacted |  |  |  |

**C. Surveillance, Intervention and Control**

**These standards examine the ability of the agency to conduct a communicable disease investigation, educate the public, and assure appropriate treatment is available.**

**Standard #5: Identify local CD control service area assets, develop processes for information sharing between providers to reduce disease transmission, and maintain emergency/outbreak plans.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 5.1 | Develop protocols, policies or procedures for information sharing between providers to reduce disease transmission. | Examples of protocols policies, or procedures  |  |  |  |
| 5.2 | Maintain plans for the allocation of scarce resources in the event of an emergency or outbreak. | Emergency Control Plan |  |  |  |
| 5.3 | Produce reports about CD acute, gaps, and opportunities for mitigation of identified risks. | CHA, Emergency Control Plan, AARs, CHIP, agency generated CD reports |  |  |  |
| 5.4 | Work with partners to enforce public health laws, including isolation and quarantine. | Meeting minutes with law enforcement and other health care coalition partners with attendance list, Emergency Control Plan, exercise reports  |  |  |  |
| 5.5 | Work with MDHSS to provide guidance for the control and prevention of rare/emerging diseases and conditions of public health importance. | Emails, trainings, Health Advisory Alerts, contracts with MDHSS |  |  |  |

**C. Surveillance, Intervention and Control**

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**Standard #6: Increase public awareness of the incidence and subsequent control measures recommended to reduce the risks associated with CD of public health importance.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 6.1 | Communicate with members of the public about identified health risks and prevention strategies in a timely manner using culturally appropriate health literacy methods. | Examples of social and other media postings and notices |  |  |  |
| 6.2 | Use CD surveillance data and current evidence-based references to guide program decisions for the timely implementation of control measures pertaining to CD. | AARs, evidence of sharing data with service area partners |  |  |  |

**C. Surveillance, Intervention and Control**

**These standards examine the ability of the agency to conduct a communicable disease investigation, educate the public, and assure appropriate treatment is available.**

**Standard #7: Promote immunizations through education and policy development by collaboration with schools, health care providers, and other service area partners.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 7.1 | Provide, at least annually, health education resources for the general public, health care providers, long-term care facility staff, infection control specialists, and others regarding vaccine-preventable diseases.  | Examples of social and other media postings and notices |  |  |  |
| 7.2 | Provide vaccination interventions for populations that are uninsured or under-insured.  | Evidence of outreach through education on available immunization providers in the service area |  |  |  |
| 7.3 | Promote culturally responsive strategies and equitable access to immunizations among people of all ages.  | Immunization audits, culturally appropriate immunization materials |  |  |  |

**D. Evaluation**

**In this standard, the agency demonstrates how to implement a culture of quality improvement using nationally recognized tools and resources to determine how effectively it handles disease investigations, outbreaks, and determines how to improve investigations in the future.**

**Standard #8: Evaluate and assess CD control activities.**

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| **Measure** | **Suggested Documentation** | **Name of Document to Upload** | **Describe How Documentation Meets the Measure** | **Staff Responsibilities** |
| 8.1 | Using the agency Communication Plan's message evaluation strategy, evaluate the effectiveness of communicable disease materials and communications developed or presented by the agency. | Client surveys, internal monitors, agency QI projects, PDSAs, Story Boards, evaluation reports, analytics on social and other media postings and notices, AARs |  |  |  |
| 8.2 | Assess outbreak investigation and response efforts conducted locally. | AARs, specific investigation reports, quality improvement (QI) notes, meeting minutes with attendance, educational materials |  |  |  |
| 8.3 | Evaluate results for quality and process improvement initiatives for communicable diseases. | AARs, QI report, performance management system (PMS) tracking with results, QI project summaries/reports/evaluations |  |  |  |
| 8.4 | Monitor and implement opportunities for improvement as indicated in evaluation results. | Evaluation reports and work plans |  |  |  |
| 8.5 | Staff, agency management, and governing body work cooperatively to evaluate activities and interventions to improve CD processes, activities and programs. | Staff and Board meeting minutes that show discussion on QI activities |  |  |  |